

Division Chief II
Bureau of Solid Waste – Special Services Division

Baltimore City, Maryland's Department of Public Works, Bureau of Solid Waste is seeking qualified candidates for the position of Division Chief II for the Special Services Division. Incumbent will direct and coordinate management of staff, consisting of approximately 300 employees, and program resources responsible for performing the following operations throughout Baltimore City: Street and Alley Cleaning, Graffiti Removal, Cleaning of Business Districts, Waterway Cleaning, Dumpster Trash Collection Services, Bulk Trash Collection as well as the management of Solid Waste's Snow Removal Operations. Will be responsible for making decisions within policy guidelines on how to operate programs in order to meet changing needs and achieve desirable outcomes. Will be assigning, reviewing and evaluating work performance and disciplining employees as necessary. Oversees the fiscal management of the Division, authorizes all major expenditures and directs the requisitioning of equipment, materials and supplies.

Incumbents receive general supervision from an administrative superior. Employees in this class work a conventional work week; some evening, weekend and holiday hours may be required on a 24-hour on-call basis. Work is performed in an office with regular field visits where employee may be exposed to inclement weather. Work requires minimal physical exertion.

Job Requirements

A bachelor's degree from an accredited college or university and five years of experience in planning, organization management and supervision. Such supervisory responsibility must include disciplining, evaluating the performance of and recommending the hiring, firing and promoting of others. An equivalent combination of education and experience is accepted. Non-supervisory experience or education may not be substituted for the required supervisory experience. A valid Maryland Class C Noncommercial driver's license or an equivalent out-of-state driver's license is acceptable.

Compensation

Baltimore City Department of Public Works offers a competitive benefits package. Salary Range: \$62,700 to \$90,900 commensurate with education and experience.

How to Apply

The Bureau of Solid Waste will be accepting applications beginning December 20, 2010 and will remain open until filled. Qualified candidates should submit a statement of interest and resume, specifically addressing their education and experience relevant to this position to:

Trudy-Ann Lemonius
DPW – Human Resources
200 Holliday St., Room 200
Baltimore, Maryland 21202
Or, email to: trudy-ann.lemonius@baltimorecity.gov
Phone: 410-396-3331/Fax: 410-396-1968

Baltimore City Dept. of Public Works Is an Equal Opportunity Employer

Non-Civil Service Position